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INFORMATION AND MANAGEMENT SUPPORT STAFF
WEEKLY REPORT FOR PERIOD ENDING 05 JULY 1988

I. Progress Report on Tasks Assigned by the DCI/DDCI:

II. Items or Events of Major Interest that have Occurred During the Preceding Week:

A. TECHNICAL GROUP:

(1) FCS (Field Computer System).

25X1 [] responded to a cable from AFCA. AFCA has
25X1 encountered problems with their primary disk. []
advised AFCA to send the primary disk pack to Headquarters for
the Field Computer System (FCS) team's inspection. Meanwhile,
25X1 [] instructed AFCA to use their backup disk pack as
the primary disk pack. The FCS team will send AFCA a new
primary disk pack. AFCA also commended the team's recent
installation at AFCA. AFCA noted that the team had a positive
attitude and "...thanks to their professionalism and
25X1 expertise, so much was accomplished during their short stay."
AFCA also welcomes the FCS team back anytime. []

(2) SECOND (Security Contractor Data System).

25X1 [] ran the end-to-end testing of the SIMS-SECOND
25X1 interface. The actual input of data was done by
[] (SIMS) and [] (SECOND), database
managers of their respective systems. After completion of the
25X1 testing [] will meet with [] and
25X1 [] to go over the test results. If the results are
acceptable, the procedures involved in the interface will be
25X1 moved to the production data bases next week. []
25X1

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B. PLANNING:

1. On 28 June, IMSS examined a prospective conference facility at the [redacted] Building near Annapolis, Md. for possible use by OL. A memorandum for the record is being prepared. Essentially, the site meets Agency security requirements and the facility appears adequate for OL use. [redacted]

25X1

25X1

C. CLAS:

(1) The CLAS Supply Team has identified 85 current users of the Inventory Control System (ICS) that will require access to the functional capabilities of Cullinet's Bill of Material (BOM) software package. An estimated 60% of these users will require only retrieval access to the cataloging features in BOM which replaces the reference number file in ICS. The user listing will be reviewed for accuracy with the Data Control Branch (DCB) prior to the Initial Operating Capability (IOC) on 1 October 1988.

(2) The questionnaire to identify users requiring access prompted several inquiries concerning the Cullinet BOM cataloging features. The users indicated the additional capabilities of the cataloging techniques within Cullinet would be beneficial in their environment even though they were not presently utilizing the ICS reference number file.

(3) The CLAS Supply Team is structuring a desk user's guide for users of the Cullinet Bill of Materials (BOM) software package. The guide will provide step-by-step instructions for establishing a new inventory item and the related cataloging data. Users will have on-line access to this guide which could eliminate the requirement for hard copy instructional guides including Supply Instruction SI-45-67. If feasible, this on-line users guide will be tailored to the field level on the screen. This would allow a user to simply identify a field, press a function key and the system would respond with tailored instructions related to that specific field.

(4) The CLAS Supply Team and the Supply Division Working Group have scheduled a "hands-on" demonstration on 5 July 1988 for the Supply Management Branch (SMB) analysts. The demonstration will focus on the Cullinet Bill of Materials functions which will be implemented on 1 October 1988. The demonstration, in harmony with the expertise of the Working Group, will enhance the train-the-trainer concept within SMB. These efforts will provide the skills and knowledge required for a smooth and effective transition to the Cullinet software.

25X1

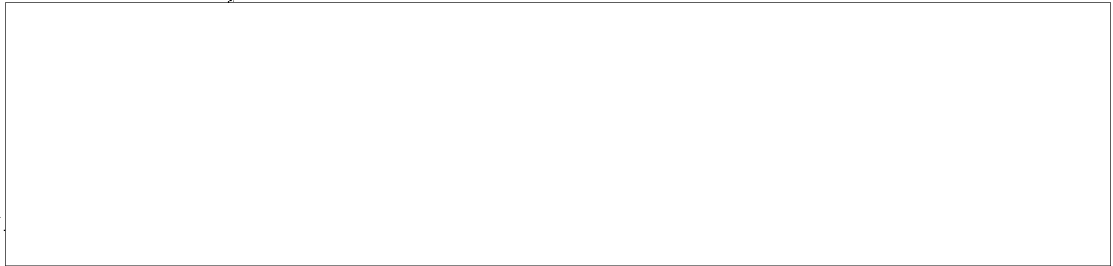
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D. RECORDS MANAGEMENT

25X1 (1) IMSS/IMO and Chief, Technical Group (TG), IMSS met
with [] of FMD to discuss FMD's portion of the
electronic records control schedule. Several changes to the
records schedule were suggested by C/TG and it was agreed that
25X1 FMD would submit the changes to IMSS by 7 July 1988.
25X1 []


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25X1



3. Significant Events Anticipated During the Coming Week:

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 will be attending "OLQ" Menu Facility for the End User" on 6 July 1988 at Cullinet's Bailey Crossroads Training facility.

4. Perspective of Staff Activity:

25X1

